



Vacancy Announcement City of Kankakee Superintendent Environmental Services Utility (ESU)

Location: 304 S. Indiana Avenue, Kankakee, IL 60901

Date Posted: November 8, 2021

Salary Range: Commensurate with experience and qualifications

Summary:

The City of Kankakee (pop. 26,000) is seeking a fulltime Superintendent of ESU. Located just 60 miles south of Downtown Chicago, the City of Kankakee is a full-service community employing approximately 265 employees and an annual budget of \$40M. The Superintendent of ESU is appointed by the Mayor with confirmation by the City Council and reports to the Mayor and the ESU Board.

The Superintendent exercises management over Public Works, Information Technology, Sewer-Management, Kankakee River Management, Dam Management, Technical Services and the Laboratory. The position requires considerable independent judgement and initiative in supervising operations of the City of Kankakee's Utility within the policy framework established by the Utility Board. Other duties include:

- Analyze reports and direct the adjustment of processing methods to improve efficiency
- Prepare detailed reports on operations for submission to the Mayor and/or other governmental agencies
- Prepare annual budget and maintain budgetary control
- Plan and recommend the improvement of facilities through equipment acquisition.
- Assist in development of project specifications, and secures supplies, materials and equipment as needed.
- Support municipal related project development
- Design and review water, wastewater and storm related projects.
- Attend City Council and Utility Board meetings
- Develop and maintain positive relationships with state and local compliance authorities.
- Manage projects, secures and/or executes permits to various agencies including but not limited to:
 1. IEPA
 2. (FERC) Federal Energy Regulatory Commissions
 3. (EIA) Energy Information Administration
 4. (IDNR) Illinois Department of Natural Resources
 5. MS4
 6. NPDES
- Serves and Project Manager over new construction and renovations within the City-limits as needed.
- Assist in performing field reviews of project sites to determine existing conditions to aid in the project design.

Job Requirements:

BS in Civil or Environmental Engineering and 3 years of municipal civil engineering or civil engineering experience

Professional Engineer (PE) License

Background in MFT Road Program management a plus.

Strong project management, people management, communication, and organizational skills required

How to Apply/Application Deadline:

Interested applicants should apply online with résumé, cover letter, and contact information for five professional references to Carolyn A. Croswell/Director of Human Resources ccroswell@citykankakee-il.gov. The City of Kankakee is an equal opportunity employer. (EOE)